

# DRAFT

## KIRKLAND SALARY COMMISSION MEETING

### Minutes

**Thursday, September 15, 2016**

#### **1. CALL TO ORDER**

On September 15, 2016, the Kirkland Salary Commission held a meeting in the City Council Chamber at Kirkland City Hall, 123 Fifth Avenue. The meeting was called to order at 5:00 p.m. by Commission Chair Santos Contreras.

#### **2. INTRODUCTIONS/ROLL CALL**

Commission Members present: Commission Chair Santos Contreras, Commissioner Jeffry Canin, and Commissioner Sara Oppler.

Staff members present: Tom Mikesell, Financial Planning Manager, Finance and Administration; Kevin Raymond, City Attorney; James Lopez, Director of Human Resources and Performance Management; and Kathi Anderson, City Clerk.

#### **3. APPROVAL OF MINUTES**

##### **a. September 29, 2015**

A motion was made to approve the September 29, 2015 Salary Commission meeting minutes.

Moved by Commissioner Jeffry Canin, seconded by Commissioner Sara Oppler.

Vote: Motion carried 3-0

Yes: Commissioner Jeffry Canin, Commission Chair Santos Contreras, and Commissioner Sara Oppler.

#### **4. PUBLIC COMMENT**

The Salary Commission did not receive any written or oral comments.

#### **5. COMMISSION BUSINESS**

##### **a. Commission Consideration of Mayor and Council Compensation**

City Attorney Kevin Raymond provided opening remarks. Commission Chair Contreras asked Director of Human Resources and Performance Management James Lopez to update the Commission on his Department's 2016 Mayor/Councilmember Compensation Survey and Councilmember Benefits Survey. Next, Commission Chair Contreras asked Financial Planning Manager Tom Mikesell to update the Commission on the City's 2017-2018 biennial budget adoption process. Mr. Mikesell indicated that the current draft biennial budget anticipates the City's Management and Confidential (MAC) employees group will receive a two percent increase in 2017. Commission Chair Contreras noted that

the Commission had previously provided that the Mayor and Council should receive the same percentage of compensation increase as the MAC group. Commission members discussed that past approach in relation to the compensation survey results presented by Mr. Lopez.

Following such discussion, there was a motion made to approve Resolution 16-001, entitled "A RESOLUTION OF THE KIRKLAND SALARY COMMISSION RELATING TO THE SALARIES PAID TO THE MAYOR AND CITY COUNCILMEMBERS."

Moved by Commissioner Sara Oppler, seconded by Commissioner Jeffry Canin.

Vote: Motion carried 3-0.

Yes: Commissioner Jeffry Canin, Commission Chair Santos Contreras, and Commissioner Sara Oppler.

**6. ADJOURNMENT**

The September 15, 2016, meeting of the Kirkland Salary Commission adjourned at approximately 5:09 p.m.